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PUBLICATIONS OF THE

FARMER COOPERATIVE SERVICE, U. S. DEPARTMENT OF AGRICULTURE

ON

MANAGEMENT OF MILK DISTRIBUTING COOPERATIVES

Selected Reports

MILK DISTRIBUTION COSTS OF GEORGIA COOPERATIVES, FCS General Report 16, 1955. 39 pp. By Donald E. Hirsch.

Gives results of a cost study of 13 milk distributing cooperatives in Georgia -- comparing investment and operating costs of different size groups.

SELLING MILK...IDEAS FOR COOPERATIVE MANAGERMENTS. FCS General Report 20, 1955. 44 pp. By Donald E. Hirsch.

Defines the problem of selling and tells how to develop a sales program, merchandise milk efficiently, develop sales personnel, and build good public relations. Cites scores of ideas adopted by cooperatives and others in their sales programs.

ESTIMATING THE "MARKET VALUE" OF A MILK DISTRIBUTING BUSINESS, FCS General Report 3, 1954. 36 pp. By Donald E. Hirsch.

Provides management of small cooperatives with market value information to assist them in selling or buying milk distributing businesses.

PRODUCTION AND SALES RECORDS FOR MILK DISTRIBUTING COOPERATIVES, Miscellaneous Report 159, 1952. 49 pp. By Donald M. Swartz.

Presents a series of product and sales records designed to help milk distributing cooperatives meet their record keeping problems.

DEVELOPING BUTTERFAT SAMPLING AND TESTING PROGRAMS, FCS Bulletin 5, 1954. 52 pp. By Homer J. Preston.

Describes variations in butterfat tests of individual producers to help cooperatives select the best sampling program at a minimum cost.

BUTTERFAT SAMPLING IN BULK HANDLING, AND COMPARATIVE MILK SOLIDS LOSSES, FCS General Report 10, 1955. 32 pp. By Homer J. Preston.

Evaluates butterfat sampling procedures used in the bulk handling of milk. It also compares losses of milk solids with the bulk and the conventional can system.



Selected Articles in the "News for Farmer Cooperatives"

KEY EMPLOYEES OPEN DOOR TO DAILY CO-OP SUCCESS, June 1955 issue.
By Donald E. Hirsch.

Outlines the duties and responsibilities of key administrative employees.

BUDGETING HELPS CUT COSTS, November 1954 issue. By Donald E. Hirsch.

Explains the value of a quarterly budget and illustrates its use.

DAIRY CO-OPS NEED GOOD PUBLIC RELATIONS, July 1954 issue. By Donald E. Hirsch.

Tells why good public relations are important, and how to obtain them.

DEVELOPING EMPLOYEE PROGRAMS FOR DAIRY CO-OPS, March 1954 issue.
By Donald E. Hirsch.

Outlines the steps necessary to develop good employee relations and suggests activities to include in a well balanced program.

RECORD NEEDS OF DAIRY CO-OPS, March 1953 issue. By Donald E. Hirsch.

Describes the accounting needs of dairy cooperatives and lists objectives for good accounting systems.

FIFTY WAYS TO LOWER MILK DISTRIBUTING COSTS, September 1952 issue.
By Donald E. Hirsch.

Presents specific ways to reduce operating costs.

JOINT ACTION CAN HELP, May 1951 issue. By Donald E. Hirsch.

Lists mutual problems of dairy cooperatives and tells how associations can work together to solve such problems.

SETTING THE PACE IN HUMAN RELATIONS, February 1950 issue. By Donald E. Hirsch.

Tells how a successful milk distributing cooperative has developed good employee relations.

REVOLVING FUNDS NEED FLEXIBILITY, December 1949 issue. By Donald E. Hirsch.

Describes a common method of cooperative financing and illustrates how management might adjust that method during a period of declining prices.

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COST YANSTICKS VALUABLE IN MILK DISTRIBUTION, November 1949 issue.

By Donald E. Hirsch.

Illustrates use of monthly cost comparisons for operation of a single milk distributing cooperative and for use by a group of similar associations.

HOW DO YOU BUY DAIRY PRODUCTS? February 1948 issue. By Donald E. Hirsch.

Tells how a milk distributing cooperative can purchase milk products from sources other than local producers without jeopardizing its exempt status under Federal income tax regulations.

Other Reports of Special Interest

PROGRESS IN FARM-TO-PLANT BULK MILK HANDLING, FCS Circular 8, 1954.

53 pp. By Noel G. Stocker.

Reports on extent, location and practices of dairy firms -- cooperatives and others -- in adopting bulk milk handling, first such complete survey on this new development in the dairy industry.

FARM-TO-PLANT MILK HAULING PRACTICES OF DAIRY COOPERATIVES, Bulletin 69, 1952. 63 pp. By Joseph H. Cowden.

Discusses milk hauling practices of a selected group of cooperatives.

DAIRY COOPERATIVES AND LARGE-SCALE PLANTS, Miscellaneous Report 155, 1951. 37 pp. By Donald E. Hirsch.

Discusses the trend toward large-scale dairy plants.

FORMULA PRICING OF MILK FOR FLUID USE, Miscellaneous Report 127, 1948.

34 pp. By Edmond S. Harris and Irwin R. Hedges.

Reviews conditions which have led to formula pricing of fluid milk, experience with this pricing method to date, and an evaluation of its advantages and limitations.

AN ANALYSIS OF THE BASE-QUOTA PLAN IN THE MEMPHIS MILKSHED, Miscellaneous Report 131, 1949. 42 pp. By Hans G. Hirsch and Irwin R. Hedges.

Explains how the base-quota plan is working for dairy producers in this area.

BASE-SURPLUS PLAN IN THE MADISON, WIS., MILK MARKET, Miscellaneous Report 136, 1949. 24 pp. By Noel G. Stocker and Irwin R. Hedges.

Tells how the base surplus plan has helped to solve seasonal surplus problem.

FALL PREMIUM MILK PRICING PLANS, FCS Circular 4, 1952. 39 pp. (Formerly FCA Circular C-147), By Norris T. Pritchard.

Describes fall premium plans for pricing milk, evaluates these plans, and gives basic preliminary problems in designing fall premium plans.

PRICING MILK ACCORDING TO USE, FCS Bulletin 6, 1955. 50 pp.
By Stanley F. Krause.

Discusses objectives of class pricing, bases for grouping products, and number of classes necessary. Also reviews some marketing problems and special implications of class pricing for cooperatives.

ORGANIZING A FARMERS' COOPERATIVE, Circular C-108. 42 pp. Slightly revised 1949. By S. D. Sanders.

Discusses steps to be taken in organizing a farmers' cooperative, including sample forms to be used at various stages.

SIZING UP YOUR COOPERATIVE, Circular E-18. Reprinted 1947. 16 pp.
By J. E. Wells, Jr.

Outlines the principal factors which serve as co-op yardsticks.

GOOD MANAGEMENT KEY TO CO-OP SUCCESS, Reprint 52, 1953. 24 pp. Various authors.

Includes several articles reprinted from the NEWS FOR FARMER COOPERATIVES dealing with the importance of good management.

DIRECTORS DRIVE WHEEL OF COOPERATIVES, Reprint 2, 1951. 23 pp.
Various authors.

Brings together in one place a number of articles published in recent years on jobs, duties, and headaches of directors in NEWS FOR FARMER COOPERATIVES.

SELECTING AND ELECTING DIRECTORS OF FARMERS' COOPERATIVES, FCS General Report 14, 1955. 33 pp. (Formerly FCA Miscellaneous Report 161)
By Nelda Griffin, H. N. Weigandt and K. B. Gardner.

Gives results of a survey of farmers' cooperatives on methods of selecting nominees for membership of boards of directors, election of directors, term of office, size of board, frequency of meetings, and compensation of directors.

EMPLOYEE INCENTIVE PLANS IN INDUSTRY, FCS General Report 12, 1955.
42 pp. By Nelda Griffin.

Summarizes information available on incentive payment plans in various kinds of businesses outside the cooperative field.

PUBLIC RELATIONS I EVITABLE, Reprint 11, 1951. 32 pp. Various authors.

This 32-page reprint contains many articles published in NEWS FOR FARMER COOPERATIVES in recent years on education and public relations vital to cooperative operation.

NEW IDEAS ON PUBLIC RELATIONS, Reprint 57, 1953. 20 pp. Various authors.

Furnishes more recent articles on education and public relations activities, picked up from the NEWS FOR FARMER COOPERATIVES, to supplement Reprint 11.

EDUCATIONAL PRACTICES OF FARMER COOPERATIVES, FCS General Report 8, 1951.
53 pp. (Formerly Miscellaneous Report 140) By Oscar H. Le Beau.

Gives educational practices of 237 leading farmer cooperatives in the United States.

MAKING YOUR MEMBERSHIP PUBLICATION DO THE JOB, Miscellaneous Report 174, 1953. 5 pp. By Vernon Vine. Revised by W. G. Hoag and Marie Puhr.

Outlines ways to improve cooperative "house organs."

IDEAS FOR MAKING ANNUAL MEETINGS EFFECTIVE, Reprint 9, 1951. 20 pp.
Various authors.

Contains reprints of articles from NEWS FOR FARMER COOPERATIVES on how to improve annual meetings.

Note: You may obtain from the Information Division, Farmer Cooperative Service, U. S. Department of Agriculture, Washington 25, D. C., a limited number of copies of most of the publications listed.

The Superintendent of Documents, United States Government Printing Office, Washington 25, D. C., sells Circulars and Bulletins. If you want a larger amount of these two types of publications, you may buy them from that office. A discount of 25% may be obtained if purchased in quantity of 100 or more. Please make checks payable to the Government Printing Office.

The Government Printing Office does not sell Miscellaneous Reports and General Reports."

Most milk distributing cooperatives can consult their files of issues of the "News for Farmer Cooperatives" to refer to the articles listed here. A few reprints of certain articles are available from the Farmer Cooperative Service.

